

Appendix B

Commonwealth of Virginia Database Index Reporting Form

1. Public Body Name & Numeric Code: Secretary of the Commonwealth / 166

4. Point of Contact: Sylvia D. Moore

2. Database Title: Customer Information Systems

5. Phone Number: (804) 786-2441

3. Database Acronym: Lobbyist

6. Signature & Date: *Sylvia D. Moore* 7/17/97

7. Database Description and Contents: (Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)

N- Purpose of Database is to house pertinent information on lobbyist, officers and their Principal. Any person's lobbying to influence executive or legislative action, whether oral or written must file with SOC before hand. Each must file a disclosure statement of expenditures at the end of lobbying session and registered before lobbying.

D- Database contains: Name and address of Lobbyist, Officer, name of principal, year of registration, date of registration, disclosure date, disclosure amounts, type of lobbyist, etc...

R- Public Information. No restrictions except SS#

Lobbyist Specialist - Troy Porter - (804) 786-2441

Note: Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in Item 4 for further details.

8. Date of Last Update:

9. Frequency of Update: ☒ Daily, ☐ Weekly, ☐ Monthly, Other:

10. Formats Available and Schedule of Fees: (Provide a description of each format in which the database is made available, and the cost, if any, of each format.)

a. Format

b. Cost

Lobbyist List

Principal List

Disclosure Amount List

List Amount Varies as list gets longer. Contact Lobbyist Specialist for cost.

Same information is available on diskett with no charge!! (Excel)

Note: Lobbyist/Principal Registration Form, Lobbying Disclosure and Regulation Act and Disclosure Statement Form will be available to web users no later than September 1, 1997 to download to printer or fax machine.

Send completed form to The Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-1905 (Attn: Mary Clark).

5/30/97